

DEPARTMENT OF TRANSPORTATION
Bureau of Maintenance & Operations
Direct Hire
JOB OPPORTUNITY

REGION: Mid Coast Region
LOCATION: Edgecomb
CREW: 71211
POSITION # 025900473

DATE: POSTED: July 20, 2012
DATE CLOSED: August 6, 2012
BULLETIN NO.: MC-37-12
POSITION TYPE: Permanent Full-Time

JOB CLASSIFICATION: Transportation Crew Leader (9908)
SALARY RANGE: (17-16) - \$14.77 to \$19.50 per hour

Value of State-paid Health & Dental Insurance

\$341.08 bi-weekly: Greater than \$30,000.00 or equal to \$79,999.00 – 10% Employee Contribution of Premium

Value of State's share of employee's retirement: 11.54% of pay.

JOB DESCRIPTION: This is supervisory work that supports a bridge/highway/traffic maintenance/construction project/program. Directs the work of crews engaged in highway maintenance/construction work. May operate heavy motorized equipment. Work is performed under limited supervision.

KNOWLEDGES, SKILLS, AND ABILITIES REQUIRED, INCLUDE BUT ARE NOT LIMITED TO:

(Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations).

- Ability to anticipate additional work when prescribed work is finished.
- Ability to complete reports/payrolls/forms, including documentation required by the Department of Corrections.
- Ability to select, train, evaluate, motivate and supervise employees.
- Ability to have and maintain a Class A State of Maine vehicle license.
- Ability to use computer and to possess keyboarding skills o fulfill computer reporting needs such as, but not limited to AIMS and MATS.
- Ability to communicate effectively.
- Ability to recognize potential vehicle and equipment breakdown/failures in a timely manner. (Advanced trouble shooting).
- Ability to work as a team member and, with the Transportation Crew Supervisors, to effectively supervise a Transportation Crew.
- Ability to operate all equipment and responsibilities listed on lower class descriptions.

MINIMUM QUALIFICATIONS: (Entry level knowledge, skills, and/or abilities may be acquired through, **BUT ARE NOT LIMITED TO** the following coursework/training and/or experience):

- Two year combination of training, experience, and education in highway, bridge, equipment repair and maintenance and/or construction including at least one year of lead worker experience.
- Must possess the Knowledge, Skills, and Abilities as noted above and have a high school diploma or equivalent.
- Required to work at a higher class as necessary and in accordance with required licenses and/or certifications.

LICENSING/REGISTRATION/CERTIFICATION REQUIREMENTS: *(These must be met by all employees prior to attaining permanent status in this class).*

- Valid Class A motor vehicle license as issued by the State of Maine
- Completion of the 30 hour OSHA Safety course in construction (20 CFR Part 1926).

APPLICATION PROCESS: Qualified candidates must forward as completed Direct Hire Application, Transportation Crew Leader Supplemental, Cover Letter, and Resume IN A SEALED ENVELOPE to: Maine Department of Transportation, Attn: Melissa Labbe, 98 State House Station, Augusta, Maine 04333-0098. Tel: 624-8201, no later than 4:30 p.m. on the closing date listed above. The Direct Hire Application, Transportation Crew Supplemental Form, and additional information concerning this posting can be found at <http://www.maine.gov/mdot/jobs/index.htm>.

PLEASE LIST BULLETIN NUMBER ON THE DIRECT HIRE APPLICATION

MDOT is an equal opportunity/affirmative action employer